

# *Moreau Catholic High School*

## *Course Information Guide*

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Course: Digital Graphics & Multimedia Publishing

Instructor: Ms. Henny Chen

Grade level: 10-12 Classroom: A07

Department Chair: Mr. McKenna

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Software: FireworkCS5, FlashCS5, InDesignCS5, and PhotoshopCS5

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**I. Students will know and be able to do at the successful completion of this course:**

- Understand the principles of graphic design
- Use the software to create, modify and save graphic files and to import /export graphics
- Work with sound, animation and graphic objects in presentations
- Create, modify, format, enhance and publish documents
- Presentation skills will also be developed through an individual and group presentation.
- Be able to manage their time effectively.

**II. Expected school wide Learning Results to be introduced, targeted, and/or reinforced in this course:**

- Will learn how to live ethically and morally in a technological world
- Will take responsibility for their actions both as individual computer operators and as members of teams by insuring that the lab equipment is well cared for and maintained.
- Will acquire the skills to become independent learners with the ability to analyze Internet source material for its accuracy and bias.
- Will develop computer skills that can be used to manage, integrate, and balance their educational, social, physical, and spiritual pursuits.
- Will know how to analyze, organize and to apply information and ideas from a variety of sources.
- Will share their gifts and talents in a spirit of interdependence, dialogue and collaboration.
- Will develop a sense of community which includes and understanding of and respect for the diversity of others.

**III. Teaching strategies by which students will master the material:**

- Personal and group presentation will be assigned in the first week to let students prepare their topics in advance.
- Lectures and instructor presentations are followed by a Q&A period to ensure that students are learning the material.

- Lab-practice is given daily after lectures. Again a check-in with each student individually to ensure that students are following the right practice exercise.
- The course will take a hands-on approach with students doing daily exercises/school works on the computers under simulated real-world circumstances.
- Practice is essential to mastering web development skills, so daily hands-on practice will help facilitate this learning.
- Critical thinking, problem analysis and web research will all be used to prepare students in relating with real world problem solving.
- Students are encouraged to research beyond topics discussed in class to enhance their work and to participate in class- ask question, feel free to share their thoughts on a particular topic.
- Small-groups will be used to assist students in using computers in terms to achieve a common goal.

**IV. Forms of assessment to be used to evidence students' mastery of the material:**

- Reading and practice assignments are given period to next class meeting. Students are expected to keep track of all homework assignments and contact instructors for any missed work due to absence.
- The completion, quality and neatness of projects, in-class work, and other assignments.
- Tests: daily, section, chapter, unit, quarter, semester, pop-quizzes, etc.
- Class participation/ work points
- Consistently working on projects, or other assignments, discussions, etc.
- Grades will be based on research, oral presentation, school works, quizzes/ tests, projects, and participation in class. Grading is done on a point system. The total number of points accumulated is divided by the number of points possible. The percentage is then converted to a letter grade.

**V. General procedures and assignments/ test make-up procedure:**

- It is the general responsibility of each student to find out about missed notes, information, assignments, and/ or tests, and to insure that work missed during an excused absence is made up in time to receive full credit.
- Schoolwork/assignments will be listed in advance of their due date on the board as well as on Power School. Late schoolwork/assignments except those due to an excused absence or previous arrangement WILL NOT be accepted. ABSENT or FORGETTING YOUR MATERIALS IS NOT AN EXCUSE.
- If students miss class for field trips, athletics or other school activities, their works must be done on time. It is a great idea to ask the teacher for the work ahead of time or ask a friend to get it for you and/ or turn it in.
- Only ONE restroom pass allowed per student during the whole semester